

## REPAIRS

Occupants must report work orders to the Barracks Management Maintenance Coordinator, 596-0413. Appointments will be made with the Service Order Desk or occupants will be advised how to perform the maintenance themselves if they are self-help type repairs as listed in Appendix D.

### WASHER / DRYER MAINTENANCE

Washer / dryer repairs will be reported to the Barracks Management Maintenance Coordinator, 596-0413. Occupants will **not** use the washers / dryers in their quarters to clean TA 50-909 or web field gear, i.e., cartridge belts, field packs, etc. Occupants should not overload washers / dryers to prevent damage. Only front load detergents will be used in front load machines. Ensure lint traps are cleaned prior to each use. Clean behind and under the appliances on a monthly basis to prevent fire and / or machine malfunction. Ensure dryer vent hoses are firmly attached to the wall outlet and the machine after cleaning each month to ensure proper operation.

### EXTERIOR AND YARD MAINTENANCE

- a. Occupants will share responsibility for a 150 foot area in all directions around their quarter's perimeter or to midway between quarters. Corner lot yard responsibilities should be split between occupants.
- b. Occupants will remove all trash, leaves, limbs, snow and ice as required. Lawn tools may be available from unit supply personnel or the Self Help Store. Exterior walls of the quarters and storage sheds should be kept free of mud, dust, cobwebs, vines, and bird / bee / wasp / hornet nests. Ensure garden hoses are disconnected from outside water faucets prior to cold weather to prevent faucet freezing and damage.
- c. Grass mowing will be accomplished by DPW contractors. **All** grassy areas must be kept free of trash and debris. Failure to keep grassy areas clear of obstacles will result in occupants' cutting their own grass. Grass mowing typically begins in March and runs through October. Frequency is determined by season, weather, and grass growth.
- d. Personally owned swimming pools are not authorized in UEPH facility areas.
- e. Storage sheds are secured with a padlock. Occupants may sign out a key for the storage shed lock from Barracks Management. The occupant issued the key will be responsible for the condition inside the shed. Occupants must remove personal property when they clear their quarters. Release from responsibility for the shed will be done by joint inspection of the key holder and Barracks Management personnel. The key holder will not pass on the key to other occupants without proper authorization.
- f. Occupants are not authorized to construct decks, sheds, patios, etc. at or around the UEPH facilities.
- g. Occupants will **NOT** place any items in the mechanical rooms. Property discovered in the mechanical room will be seized, disposed of, and could result in disciplinary action.